

Dear Merchant,

Enclosed please find an application for the 2004 Iris Festival Market Place section. The Festival will be held at the beautiful Swan Lake Iris Gardens in Sumter, SC, on May 28-30, 2004. The Iris Festival is one of the oldest festivals in South Carolina and is consistently listed as one of the top 100 festivals in the United States.

Items in the Market Place should be items manufactured or purchased for resale. No handcrafted items will be allowed in this area. If your merchandise does not qualify, you may be interested in applying for the Arts and Crafts area instead. Any vendors selling items that do not qualify will be asked to leave without refund.

Market Place will be located adjacent to the Arts and Crafts area, inside the Gardens. This is a change from last year. While there is no vehicle access in this area, there will be a one hour loading and unloading area located at the entrance gate. Because no vehicles may be driven inside the gates, you may bring a hand truck or whatever is needed to quickly transport your items. Unfortunately, the Iris Festival is unable to provide personnel or hand trucks to help with the loading and unloading.

Please read the application carefully. If you feel you do not meet the qualifications for Market Place, please request the Arts and Crafts application. If you are not sure or have further questions, please call Ginny Yonson at the Sumter Visitor's Center 1-800-688-4748. We hope to see you May 28-30 for another spectacular year in the Gardens!

Sincerely,

Iris Festival Commission

**THE 2004 IRIS FESTIVAL
MARKET PLACE**

PRICES:

Before May 1, 2004:	12' by 10' (single space)	\$70.00
	24' by 10' (double space)	\$110.00
After May 1, 2004:	12' by 10' (single space)	\$120.00
	24' by 10'(double space)	\$150.00
After May 15, 2004:	No applications accepted.	

Please return page two of your application with check or money order made payable to **SUMTER IRIS FESTIVAL COMMISSION**. All fees are non-refundable. Each merchant must possess a business license from the City of Sumter. To obtain this license, please contact the City of Sumter Business License Office at P.O. Box 1449, Sumter, SC 29151-1449, or call (803) 436-2543 during regular business hours.

POLICIES FOR MARKET PLACE VENDORS

1. No food or beverages may be sold.
2. Mobile campers and RV's are prohibited on the premises of Swan Lake Gardens. Violators will be asked to leave. (Campsites are available at the fairgrounds. Call 803-495-8222 for information.)
3. All vendors must be approved by the Committee and are responsible for obtaining their own business license from the City of Sumter.
4. Setup time for Friday, May 28, and Saturday, May 29, is 7:00 a.m. to 9:00 a.m. No early or late setups will be allowed. There is no vehicle access into the gardens. There will be a one hour unloading area for those with large items. All booths must be completely set up by 9:30 a.m.
5. Show hours are 10:00 a.m. to 6:00 p.m. on Friday, 10:00 a.m. to 8:00 p.m. on Saturday, and 1:00 p.m. to 5:00 p.m. on Sunday. Breakdown is at 6:00 p.m. on Friday, 8:00 p.m. on Saturday, and 5:30 p.m. on Sunday. Vendors must be present all three days during these hours.
6. All merchants are to provide their own tables, chairs, tents, and other necessary items.
7. The Iris Festival cannot provide personnel to help with setup or breakdown.
8. No pets are allowed without proof of medical need.
9. No refunds will be given.
10. Double spaces may not be occupied by more than one vendor.
11. Electrical (110) access is limited. Please indicate on your application if electricity is needed. Confirmation letter stating electrical requirements must be presented at check-in for electricity use.
12. The Committee reserves the right to refuse entry to any vendor.
13. Applicants hereby indemnify the Iris Festival Commission, the City and County of Sumter, Market Place Committee and their members, subsidiaries and affiliates in the event of loss or damage to goods and personal property.

If you have any questions, contact us at 1-800-688-4748 or 803-436-2640. We look forward to your participation!

APPLICATION FOR 2004 IRIS FESTIVAL

Market Place

Keep page one for your information and return this application, your business card, and entry fee to:

**Sumter Iris Festival
Commerce Community Committee
P. O. Box 1802
Sumter, SC 29151-1802**

CONTACT NAME _____

BUSINESS NAME _____

MAILING ADDRESS _____

DAYTIME PHONE _____

EVENING PHONE _____

BRIEF DESCRIPTION OF YOUR PRODUCT OR SERVICE _____

Please check your space request (pricing on Page one) and indicate amount enclosed:

Single (12' by 10') _____ Double (24' by 10') _____ Enclosed \$ _____

Electricity (110) Requested YES _____ NO _____

Electrical Needs _____

The undersigned agrees that the Iris Festival Commission, the City of Sumter, Sumter County and their members, subsidiaries, and affiliates shall not be held liable for loss or damage to goods or personal injury and releases same therefrom. Undersigned also understands that there are no refunds, and agrees to abide by all rules of the event.

Signature

Date

Please enclose a stamped, self-addressed #10 envelope for your confirmation packet.